

## **Task 3.10 Online System Security and Privacy Training Materials**

### **Task Overview**

FSA employs roughly 1200 employees, but leverages nearly 8500 contractors. It is in all parties' interest to have FSA employees and contractors aware of FSA's security objectives, current security practices, and general security knowledge. We will assist FSA to identify web-based security and privacy training modules that provide a cost-effective way to educate its employees and contractors. Additionally, we will explore the possibility of creating a security awareness module for implementation on the FSA intranet.

### **Task Details Period 1**

BearingPoint began this task by searching the Internet for web-based security awareness training courses that meet FSA's training requirements.

As of this submission we were able to find one course that could be considered cost free. The course is called "Federal Information Systems Security Awareness" and was developed by the Defense Information Systems Agency (DISA). It is free to all government agencies and has a few deployment options. Their training program can be accessed over the Internet, an Intranet, or distributed by CD to each workstation. The CD states that viewing/participating in this course "in its entirety fulfills the requirements of the Computer Security Act of 1987."

The course covers five topic areas and underlying information for each of those topics. They are:

1. Why Information Security
  - Recent News
  - Definition of Information Security
  - Principles
  - Policy and Law
  - CIP
2. Threat
  - Threats and Vulnerabilities
  - Types of Threats (Natural, Human)
  - The Intruder
  - Social Engineering
  - Insider Threat
  - Internet Security
3. Malicious Code
  - What is Malicious Code
  - How does it spread
  - Email Attachments
  - Actions/Responses
  - Hoaxes
4. Roles and Responsibilities
  - Ethics and Computer Misuse
  - Passwords
  - Files, Backup and Storage
  - Technology Specific Vulnerabilities

- Information Categories
5. New Developments
- E-Commerce
  - PKI
  - New Developments

At the completion of the course you can print out a Certificate with your name on it, proving you have finished the course.

The remaining training programs we identified were developed by private companies and were not free.. The pricing model differs for each company, with some using a price per person model, some per course and others charge for both. We spoke with one company (SkillSoft- on the GSA Schedule) who has contracts with numerous other Civilian and Department of Defense Agencies.

The courses they already offer in security are hyperlinked below:

•	<a href="#">Information System Security (e3)</a>
•	<a href="#">Internet Security</a>
•	<a href="#">Net Safety (e3)</a>
•	<a href="#">Securing Networked Information 1 (e3)</a>
•	<a href="#">Securing Networked Information 2 (e3)</a>
•	<a href="#">Security+</a>
•	<a href="#">About the Curriculum</a>

SkillSoft also offers the option of developing courses specifically for FSA/ED. We are awaiting a call from the Sales Representative for the Department Of Education to find out further information.

## **Task Details Period 2**

During this period we have focused our efforts on the monumental task of gathering FSA contractor information so that the Security and Privacy team can get an idea of the number of different companies that FSA has contracts with and therefore determine the magnitude of the training required. Collecting this information will also help us to determine if FSA contractors are already providing security awareness training to their employees and what that training constitutes. With this information FSA can determine the best and most cost effective method to provide this training to those contractors that do not already get it.

To begin, we sent out an email to all SSO and System managers requesting that they provide us with the names of the companies (both prime and subcontractor) that support their systems. For each of those contractors they were to provide a point of contact. After the initial email was sent out there was some concern expressed by the Integration Partner (IP) that FSA was going to be contacting their subcontractors directly and not through the IP. After some discussion between FSA and the IP, it was determined that the IP would provide a IP POC for all their FSA subcontractors and that any communication for those subcontractors would be via the IP POC.

We have determined the systems/application IP POC as of this deliverable, however the names of the subcontractor companies for which those POC represent is still being gathered by the IP.

### **Task Details Period 3**

During this period we have developed an FSA Security Awareness and training framework. The purpose of this document is to define and document the framework for FSA's Security Awareness and Training programs. This document covers the laws and regulations that require FSA to implement a Security Awareness and training program, the differences between awareness and training, and the topic areas that should be covered for each. The topic areas are consistent with the Department of Education's and FSA's Security Policy. The document does not go beyond suggested topic areas for awareness and training or cover program implementation.

Since this document discusses only the topic areas that should be covered for security training and awareness, FSA now needs to develop the material to cover all these topics and determine;

- Who should be trained,
- What topics are they going to be trained on, and
- How they will be trained.

Once these items are determined FSA can implement an effective security training and awareness program.

### **Task Details Period 4**

During this reporting period the attention of FSA's CSO was on C&A, therefore FSA was did not review the document submitted in Period 3. No other work on this task was completed during this reporting period.

### **Task Status**

This task is ongoing. The FSA Security Awareness and Training Framework has been submitted for review and comment. We stand ready to provide more support in the area of determining who will be trained and how they will be trained.